



KALAMAZOO CONSERVATION DISTRICT

August 21st, 2026

Board Meeting Minutes

KCD Office – 5950 Portage Rd. Suit B, Portage, MI 49002

Working with our community to protect, conserve, and restore the natural resources of Kalamazoo County!

1 – CALL TO ORDER: Ed called to order @ 8:25AM

2 – ROLL CALL: Directors present: Edward Cagney, Sandy Bliesner, Lynn Coville

Directors absent: Tricia Keala, Andrew Fern

Also present: Chandra Kinney, Di'Shun Melbert, Katie Schnider, Grant Reinhart, James Benjamin, John Gisler

3 – CONSIDER APPROVAL OF August 21st, 2026, BOARD MEETING AGENDA:

Approval of Agenda movement carried by Sandy Bliesner, seconded by Lynn Coville; Voice Vote: Y3 N0 Motion: Carried

4 – CONSIDER APPROVAL OF July 17th, 2026, KCD BOARD MEETING MINUTES:

Approval of Meeting Minutes for July 17th, 2026, movement carried by Sandy Bliesner, seconded by Lynn Coville; Voice Vote: Y3 N0 Motion: Carried

5 – PUBLIC COMMENTS:

John Gisler – KCD did an outstanding presentation to the County Commissioners. Bravo!

6 - TECHNICAL REPORTS:

- KCD DM Report– Chandra Kinney, District Manager
- MACD Report – Rivka Hodgkinson, Executive Director MACD
- MDARD Partner Report – Jack Knorek, MDARD Regional Coordinator
- ~~NRCS Report – Di'Shun Melbert, District Conservationist~~
- CTAP Report – James Benjamin, MAEAP Technician
- ~~USDA-NRCS Soil Con Report – Celina Robinson; Soil Conservationist~~
- ~~BCK-CISMA – Sara Hutteman, Invasive Species Coordinator~~
- Produce Safety – Patrick Gordon, Produce Safety Technician
- ~~Forestry Assistance Program Report – Isabelle Uganski; Regional Forester~~
- Regen. Ag. Incubator Farmer Program Start Up – Grant Reinhart; Intern

7 - OLD BUSINESS:

- CNA Launch! – Available until June 30th, 2027 and looking to get thousands of responses!
- Submitted Grants – Review (CTAP, NACD-TA, NFWF, Irving S. Gilmore, Consumers, ENBRIDGE) – Current grants out and awaiting awarded information.
- Event Overview – Post Event Overview, Pre Event look into: LWG, Strip Tillage Demonstration and Discussion, Regenerative Agriculture Stakeholder/Farmer Outreach Event, 1st Youth Farm Hunt!

8 - NEW BUSINESS:

- DRAFT Appropriation Bill & Budget

- Request to open a KCD Business Card - Approval to get a Business Credit Card through Fifth Third Bank, movement carried by Sandy Bliesner, seconded by Lynn Coville; Voice Vote: Y3 N0 Motion: Carried

- Recommend Recruitment Plan for Opening Board Positions

9 - TREASURER REPORT:

Review and approve all July 2026 financial reports:

- Balance Sheet (QBD+QBO)
- Profit & Loss Summary (QBD+QBO)
- Deposits Summary
- Bills Summary
- Payroll Summary
- Reconciliation & Bank Statement

Movement to approve May's Treasurer Report carried out by __, seconded by __. Voice Vote: Y N Motion:

10 - PUBLIC ACTS & NOTICES:

- 433 Reed Street – Demolition and Stormwater Improvement Project – No Comments, plan looks thought-out

11 - DIRECTOR COMMENTS:

- Sandy – Highlighted her time at the Region 8 Meeting, expressing how impactful it was to play the watershed game
- Ed – Highlighted what its looking like on the country-side, 'we need rain!'.

12 - ADJOURNMENT

Movement carried by Lynn Coville, seconded by Sandy Bliesner.; Voice Vote: Y3 N0 Motion: Carried

➤ **NEXT MEETING – 8 AM on September 18th, 2026, at the KCD office!!!**

X: _____ **Date of Approved Minutes:** _____

FY2026 Upcoming Events:

- August 18th – KCD Presentation to the County Commissioners
- August 26th from 4pm-6pm – 'Between the Rows' Tour, Strip Tillage Event
- September 9th – Incubator Farmer Steering Committee
- September 12th – Farm Tour Youth Hunt
- September 23rd – Local Work Group
- September 26th – Regenerative Agriculture Celebration and Stakeholder Tour

FY2026 Events Completed:

- November 10th – KVCC Classroom Presentation
- December 7th – Farm Tour Pilot Hunt
- December 8th – 10th – MACD Conference
- December 16th – Connecting Communities with the Kalamazoo Conservation District
- January 29th – Region 8 Collaborative Meeting
- January 30th – Hunt Leader Meet Up
- March 5th – Annual Meeting & Election Day
- March 11th – Legislative Action Day

- April 3rd – Operational Elements Review (Part 1)
- April 12th – Mushroom 101
- April 14th & 15th – Volunteer Event – Tree Packing Day
- April 17th & 18th – Tree Sale Fundraiser
- April 24th & 25th – KNC Garlic Mustard Pull and Discounted Tree Day
- May 16th – World Migratory Bird Day Celebration
- June 9th – Scrap Tire Recycling Event w/ City of Kalamazoo
- June 20th – Third Annual River Clean Up
- July 18th – Scrap Tire Recycling Event w/ the City of Kalamazoo
- July 28th – CNA Launch at Green Drinks Presentation
- July 31st – Operational Elements Review (Part 2)
- August 1st – Scrap Tire Recycling Event w/ Pavilion Township
- August 10th – Region 8 Meeting (Hosted by KCD)
- August 13th - Scrap Tire Recycling Event w/ Comstock Township

Board Calendar Reminders

1st Fiscal Quarter

October

- Review Financial & Grant Reports (Board)
- Review Updates to the CNA if needed (ED)
- Set Next Annual Meeting for Last Friday in February (Board)

November

- Recommend Partner Award Winners for Annual Meeting (Board)
- Review BCD Policy Manual if needed (Board)

December

- Draft Annual Report (ED)

3rd Fiscal Quarter

April

- Review Financial & Grant Reports
- Acknowledge Receipt of Oath(s) (Board)
- Elect Officers (Chair)
- Appoint Committees (Chair)
- Orientation & Board Book (ED & Chair)

May

- Recommend Annual Business Plan (CNC)
- Review Budget & Recommend Amendment to Appropriations Bill If Needed

June

- Draft Next Fiscal Budget (ED)
- Review FY27 Tree Sale Order (Board)

2nd Fiscal Quarter

January

- Review Financial & Grant Reports (Board)
- Review Annual Report (Secretary)
- Review & Update Strategic Plan (ED & Chair)

February

- Review Compilation / Audit

March

- Annual Meeting & Board Elections (Board)
- Review Fundraiser Details (Board)

4th Fiscal Quarter

July

- Review Financial & Grant Reports
- ED Annual Performance Review (Chair)
- Plan Local Work Group (Board)

August

- Recommend Recruitment Plan for Opening Board Positions (Board)
- Draft Appropriations Bill (ED)

September

- Approve New Fiscal Meeting Schedule (Board)
- Approve Annual Work Plan (Board)
- Approve Appropriations Bill (Board)
- Begin Staff Annual Review (ED & Board)